



REQUEST FOR PROPOSALS (RFP)

to Provide Professional Landscape Architecture Services
to develop a Master Plan for the

Dublin Crossings Community Park

Closing Date for Submittal of Proposals

Thursday April 17th, 2014, by 5:00 p.m.

Contact Person

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Background:

The City of Dublin's Park and Recreation Master Plan available on the City's website www.dublin.ca.gov/bids.aspx as part of this RFP provides direction for addressing the long-term recreational needs of the City and its changing population through the next twenty years. The plan contains goals, long-term policies and standards to guide the City in the acquisition, development and management of park and recreation facilities.

The 2006 Parks and Recreation Master Plan includes standards for the following park and recreation facilities:

- Emerald Glen Park
- Fallon Sports Park
- Neighborhood Park/Square
- Historical Park
- Community Theater
- Community Center
- Recreation Center
- Aquatic Center
- Senior Center
- Cultural Arts Center

The City of Dublin's Parks and Community Services Strategic Plan available on the City's website www.dublin.ca.gov/bids.aspx as part of this RFP is a comprehensive needs assessment to better understand the parks and recreation needs of the community. The information received from the needs assessment is used to develop and deliver parks,

facilities and programs through 2018. Key strategies identified for the development of parks and facilities include:

- Develop unique, aesthetically appealing parks and facilities that provide flexible spaces and safe environments to recreate.
- Promote and support environmental stewardship and protect environmental resources.
- Create social connections and strong sense of community within neighborhoods.

The Project:

The proposed project entails the development of a comprehensive master plan for a new Community Park centrally located in Dublin on a portion of the former Camp Parks Army Base property. The overall development and community park will enhance the connectivity of Dublin with its newer development in the east.

Existing Conditions

The park site is 30 net acres (from the back of the sidewalk inwards) and includes a creek (not counted in the acreage) that bisects the park. It is adjacent to the Iron Horse Trail and within walking distance to the Dublin/Pleasanton BART Station. The site currently includes an asphalt parking pad that encompasses approximately 260,000 square feet along with building structures that are approximately 27,000 square feet. All existing site improvements will be removed and the site will be rough graded prior to the City's acceptance of the parcels for park use. All frontage improvements, including curb, gutter, and sidewalk, will be installed by the Developer.

Park Development

The park should offer a variety of recreational opportunities that attract a wide range of interests and age groups. As part of the planning process, the park will need to include a 25,000 square foot pad to accommodate space for the future development of the Valley Children's Museum, which should be assumed as part of the park development, although the design and construction of the Museum is not a part of the park project. The park will also need to plan for the existence of an underground storm water detention facility to serve the neighboring development. The underground basins will be installed and maintained by an entity other than the City, but the park master plan should take these basins into account when planning above-ground facilities. The storm water will be collected from off-site development and the underground units will not exceed a footprint of 87,120 square feet within the park. Additionally, the park's master plan design team shall work with the City's traffic engineer to determine the appropriate location of the parking lot as well as location of potential driveways.

The project will be built in three phases and each phase will be comprised of ten acres. The budget for construction is \$12.9 million dollars for all three phases.

An extensive community input process is anticipated for this project. The consultant will be working closely with a community task force of 25-30 members to identify the recreational needs of adjacent residents as well as the recreational needs of the overall Dublin community who will be served by the park.

Work to be undertaken as part of this project includes, but is not limited to:

- Review of the Parks and Recreation Master Plan, Parks and Community Services Strategic Plan and other related planning documents.
- Evaluation of existing inventory of park and recreation facilities.
- Assessment and prioritization of recreational needs of the surrounding community.
- Site survey and preliminary mass grading plan.
- Location of utility connections for future park development.
- Preparation of opportunities and constraints map of the site.
- Preparation of preliminary conceptual design alternatives for the site.
- Preparation of master plan and report identifying the preferred conceptual design, and the recreational amenities planned for the site including the location and configuration of all site elements.
- Preparation of a preliminary phasing plan which identifies logical phase for development of the park and designates the park and recreation amenities which will be included in each phase.
- Preparation of a cost estimate for the preliminary conceptual design alternatives and for the preferred conceptual design.
- Coordination of the public input process Include any social media outreach programs outside of the task force.

The City anticipates a high level of interest in this project. The consultant should prepare a proposed public input process that incorporates meetings with the Task Force, City Staff, a minimum of three (3) Parks and Community Services Commission meetings and three (3) Council meetings.

Selection Process:

Five copies of your proposal should be submitted to the offices of the Parks and Community Services Department **by 5:00 pm, Thursday April 17, 2014**. Proposals may be hand delivered or mailed to 100 Civic Plaza, Dublin, California, 94568. Proposals will not be accepted after the deadline.

The following information should be provided as part of your proposal:

1. A brief narrative describing the firm's approach to accomplishing the project. (Limit to two pages).
2. A summary of the firm's background and capabilities, including information on the firm's history and areas of specialization, or particular expertise designing community parks. (Limit to one page).
3. Identification and background of the individual(s) who will perform the work and be the City's regular contact.
4. An organization chart should be included as well as resumes for each individual.
5. A detailed project schedule that assumes a twelve-month process
6. A public input process plan
7. Identification and background of any other consultants who are proposed to assist in the development of this project.
8. A statement of qualifications including a list of relevant projects that the firm has completed which are similar to the project described above. Submittals should include reference names and phone numbers. (Minimum of five references on a separate sheet).
9. Consultant fee schedule. (in a separate envelope)
10. Statement of professional liability coverage.

The City of Dublin reserves the right to reject any and all proposals.

Following a review of the proposals, the City will conduct interviews on Wednesday, May 7th, 2014 with the most qualified firms that best respond to the needs outlined in the RFP. The following criteria will be used in evaluating proposals:

- Understanding of project
- Education/experience of key personnel
- Quality of completed work
- Experience on similar projects
- Ability to meet schedules and budget
- Experience with community input

It is anticipated the City Council would approve the Agreement with the selected consultant on June 2, 2014.

If there are any questions pertaining to this proposal, please contact Rosemary Alex, Parks and Facilities Development Coordinator, at (925)833-6646 by Friday April 11, 2014.

Attachments

Parks and Recreation Master Plan
Parks and Community Services Strategic Plan

Standard Consultant Agreement
Land Use Plan